



MEMORANDUM

TO: Members of the Board of Directors

FROM: Bruce Steadman
Secretary & Executive Director

DATE: September 21, 2011

SUBJECT: Proposed Agenda for Board Meeting of the Authority

1. **Call to Order – James Gorman, Chairman**
2. **Pledge of Allegiance**
3. **Notice of Public Meeting - Roll Call – Bruce Steadman, Secretary**
4. **Approval of Previous Months' Board Meeting Minutes**
5. **Welcome – James Gorman, Chairman**
6. **Public Comment Regarding the Meeting's Agenda Items**
7. **Treasurer's Report:**
 - Summary of Status of Federal Grant
 - Preparation of Budget for FY 2012
8. **Secretary's Report:**
 - Requests and Recommendations by the Chair on Officers and Committees
9. **Executive Director's Report:**
 - Summary of 2011 Activities and Looking Ahead to 2012
10. **Committee Reports**
 - Audit Committee – James Gorman - Chairman
 - Real Estate Committee – Michael Pane, Esq., Chairman
 - Environmental Staff Advisory Committee – Michele Siekerka, Chairwoman
 - Historical Preservation Staff Advisory Committee – Bruce Steadman, Interim Chair
 - Housing Staff Advisory Committee – Charles Richman, Chairman
 - Veterans Staff Advisory Committee – Lillian Burry, Chairwoman

11. **Board Actions**
 - Consideration of Approval of the Authority's comprehensive annual report for 2010, as required under Executive Order No. 37
 - Consideration of Approval of 2012 Meeting Schedule
 - Consideration of Approval of Assistant Secretaries
 - Consideration of Composition of Environmental Advisory Committee and Historical Preservation Advisory Committee
 - Election of Vice Chairman
12. **Other Items**
13. **Public Comment**
14. **Executive Session – OPMA EXEMPTION N.J.S.A 10:4-12b(5) and (7):** Pending Real Estate & Contract Negotiations with the Army
15. **Adjournment**